

**New Richmond**  
**Request for Qualifications (RFQ)**

Licensed Plumbers/Utility Contractors interested in  
participating in the private Lead Service Line Program

**Project Scope:**

The City of New Richmond is looking to compile a list of qualified, certified licensed plumbers, or utility contractors who are interested in performing private lead service line replacement work. The Wisconsin Department of Natural Resources (WDNR) has made funds available through the **Safe Drinking Water Loan Program (SDWLP)** to the City to replace the privately-owned portion of a lead service line serving a single family home, a multifamily building, a K-12 school, or a licensed infant/children day care facility. Licensed plumbers/utility contractors providing appropriate responses to this RFQ will be placed on a certified plumbers list. This list will be distributed to owners of these properties who will then be able to contract directly with a licensed certified plumber/utility contractor. Once work is completed, eligible costs will be reimbursed from the City's Lead Service Line (LSL) program. The City anticipates that there will be approximately 121 LSLs that will need replacing over the next two (2) to three (3) years.

**Project Goal:**

The goal is to eliminate health hazards associated with private LSLs at the above-referenced properties. For the purposes of the SDWLP program, private lead service line replacement means, "the replacement of the existing lead service line between the curb stop and the water meter within the structure."

Through the City, the SDWLP private LSL Program will provide for reimbursement of eligible costs for a property owner to replace a private LSL at the properties described above. It is anticipated that the City will reimburse 100% of the replacement costs. Typical costs might include the cost of excavation, materials, labor, backfill, and restoration. No-dig methods of pipe installation might also be considered as a typical cost. Contractors should include all costs associated with replacement of the service including restoration (i.e. grass turf, driveway, concrete walkway, steps, porches, landscaping, etc.)

**Project Schedule:**

- **Deadline for Submittal of RFQ ..... April 30, 2021, 11:00 AM**
- City Finalize Certified List..... May 7, 2021
- Initiate LSL replacements ..... June 2021

**Project Funding Requirements:**

Based upon the SDWLP lead service line replacement project guidelines, a municipality may reimburse the aforementioned property owners for qualified costs when a licensed plumber/utility contractor is contracted directly by the property owner. To comply with the SDWLP funding requirements, municipalities will require that the certified licensed plumbers perform the work in accordance with the following:

- 1) Work to be performed by a licensed plumber under Section SPS 305.90 Wis. Adm. Code or utility contractor under section SPS305.97 Wis. Adm. Code;
- 2) Work to be performed in accordance with the plumbing code requirements found in Wis. Adm. Code SPS Chapters 381-391;
- 3) Work to be performed as required by all applicable OSHA requirements/standard;
- 4) Adequate financial records shall be established and maintained in accordance with the municipal SDWLP Financial Assistance Agreement;
- 5) The municipality will determine the submittal requirements necessary for the licensed plumber/utility contractor to document the lead service line replacement at each address where work was performed; and
- 6) The municipality will be required to certify that the licensed plumbers/utility contractors performing lead service line replacement work will comply with the SDWLP financial assistance agreement (loan) requirements including Disadvantaged Business Enterprise (DBE) Solicitation (if subcontracting work)

and the use of American Iron & Steel (AIS).

- 7) The City encourages Disadvantaged Business Enterprises (DBE), including Minority Business Enterprises (MBE) and Women-owned Business Enterprises (WBE), to submit qualifications for the purpose of being included on the City's list of prequalified plumbers/utility contractors for the Lead Service Line replacement program.
- 8) All contractors that utilize subcontractors are required to comply with DBE solicitation requirements by encouraging DBE utilization.
- 9) Davis-Bacon and Related Acts may apply based on property ownership or contractor employee status. This determination will be made on a case-by-case basis.

**Minimum RFQ Information Requirements:**

Certified licensed plumbers/utility contractors interested in performing lead service line replacements as funded by a municipal SDWLP Financial Assistance Agreement should submit a response for each item below, on your company letterhead, to this RFQ by including (at a minimum) the following information:

- 1) Name/address of plumbing/utility contractor business;
- 2) Name of plumbing business owner and/or registered agent;
- 3) Utility contractor/plumbing license #s;
- 4) Number of years/months in business as a licensed plumber/utility contractor;
- 5) General business information:
  - a. Briefly describe your organization and number of employees.
  - b. Provide the number of years your firm has been engaged in performing licensed plumber/utility contractor service line replacement/installation work.
  - c. How many new service line installations and service line replacements has your business performed in the last three years?
- 6) References; provide a minimum of three references of similar projects within a 50-miles radius of New Richmond completed during the last three (3) years. The City reserves the right to use additional references and other information in its decision to certify plumbing/contractors for this project.
- 7) Signature of the Officer/Owner of the Business

The City of New Richmond reserves the right in its sole discretion to select or reject any or all responses, and to select contractors that are in the best interest of the City.

**Contact the following for questions about submitting an RFQ or questions regarding the project:**

Erik Evenson, Director of Public Works  
Phone: (715) 246-4268  
Email: [eevenson@newrichmondwi.gov](mailto:eevenson@newrichmondwi.gov)

**Municipal address for submitting a RFQ:**

City of New Richmond  
Attn: Erik Evenson  
156 E 1<sup>st</sup> Street  
New Richmond, WI 54017